



COUNTY OF ERIE

Erie County Planning Commission

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Gerry Dahl
Vice-Chair

ERIE COUNTY PLANNING COMMISSION MEETING MINUTES

May 12th, 2016

A meeting of the Erie County Planning Commission was held at 6:00 PM on Thursday, May 12th, 2016 in the Admiral Room at the Raymond M. Blasco, M.D. Memorial Library, 160 East Front St., Erie PA.

Those in attendance were:

ECPC Executive Board Members:	Representing:
Paul Pangratz	Girard Twp
William Kuhn	Platea Boro + ECAB
Patricia Pfadt	Venango Twp
Flory Kondzielski	Waterford Twp
Charles Casey	City of Erie
Gerry E. Dahl	Erie County
ECPC Members:	
Karen Watson	Lake City Boro
Matthew Waldinger	Millcreek Twp
John Kaufman	Cranesville Boro
Will Rogers	North East Boro
Planning Department Staff:	
Katherine Wyrosdick	Director of Planning
Renae Trapp	County Planning
Guests:	
Amanda Blair	Fairview Township

Executive Board members present – 8 of 9; quorum attained

I. Call to Order / Pledge of Allegiance

Gerry Dahl called the meeting to order at 6:04 PM and the pledge of allegiance was given.

II. APPROVAL OF April 14TH 2016, EXECUTIVE BOARD MEETING MINUTES

Motion to approve minutes of April 14th, 2016 as submitted by Bill Kuhn and Seconded by Charles Casey. All members in favor, none opposed.

III. Hearing of the Public

None.

IV. ECDP Activity Report

Erie Impact Newsletter Issue II Summer 2016

ECPC Director, Kathy Wyrosdick, discussed this item briefly and noted the contents of the newest issue, released earlier this month. The newsletter showcases our new Transportation Planner, Christopher Friday on the front cover along with information about Christopher and the role of the MPO inside the front cover. The inside contents include articles about the need for zoning and ordinance updates, provided by Mr. John McGranor, the County's Comprehensive Planner. Also, the inside contains information about an upcoming coastal zone officers meeting on May 25th. On the back cover, the Erie County Recycling Program lists upcoming composting workshops as well as hazardous waste and electronics collections.

City of Erie Comprehensive Plan

Next, Kathy shared with the planning commission the recommendations Mr. Charles Buki gave to the City of Erie regarding the Comprehensive Plan Update. The plan is complete although the implementation process was overlooked. To fix this, Mr. Charles Buki recommends the City hold meetings to create an implementation process and add it to the plan.

Venango Township Zoning & SALDO Update

This item was listed and would be elaborated on by Mr. John McGranor, presenting the update and the importance of zoning ordinance updates during this meeting.

Greenways Grant Program FY 2016 has closed

This year, the Greenways Grant Program has a total of \$200k in competitive grants available FY 2016. During this round, 18 applications were received and the selection process is ongoing. Award announcements will run May-June.

Key dates: 3rd HHW & E-Waste Collection on May 14th.

Keep Erie County Beautiful training on May 16th

(This is an affiliate of Keep PA Beautiful, sub of Keep America Beautiful. This program provides funding for items such as security cameras to monitor illegal dumping. Training is also available to DEP and non-profits. Contact Brittany Prischak for more information)

MPO Coordinating Committee Meeting May 18th

The MPO Chair, Tom Hoffman will be retiring, but will be given an honorary designation as Chair Emeritus and will continue to participate in meetings

Millcreek CDBG Applications FY 2016 must be submitted to HUD by May 19th.

Coastal Zone Code Enforcement Officers Meeting May 25th.

Application period for the 2016 Ag Program begins June 1st.

First three composting workshops completed

(4th Composting workshop will be on June 1st & 5th Composting workshop will be on June 4th).

HUD Funding Opportunity- Choice Neighborhoods Implementation Grants Program

Choice Neighborhoods Implementation Grants support those communities that have undergone a comprehensive local planning process and are ready to implement their “Transformation Plan” to redevelop the neighborhood.

V. New Business

A. Presentation of new Model Zoning Code for Erie County

Mr. John McGranor from County Planning gave a brief and informative overview of the new Model Zoning Code for Erie County. Of which, he applied when updating Venango Township’s Zoning Code. To keep the process organized, he also created a use matrix in which Planning Committee members can keep track of their work and decide which items to add, omit, or change. Pat Pfadt of Venango Township confirmed the success of the matrix and Venango Township now has a customized plan. In doing this, John confirmed the need for plan updates, giving examples of municipalities with outdated plans, some, over 30 years old. If any municipalities are interested, he first needs support from the municipality’s governing body. There are a total of six steps, with a flexible time frame.

B. Meeting adjourned at 6:35 PM for the FY 2016 Erie County CDBG First Public Hearing.

VI. Old Business

A. The meeting was called to order at 7:10 PM by Mr. Gerry Dahl to continue regular meeting.

B. Review of By-laws and membership

According to the MPC, the current membership is not in conformance with the MPC regulations regarding Planning Commission representation. Kathy spoke briefly about what the original Planning Commission intended for and the original structure of the commission. This was originally a 9 member board. Meanwhile, in 1977, Mercer County, was developing a similar planning commission which would have the duties of acting on behalf of all member municipalities as Joint

Planning Commission. This relationship required intergovernmental agreements between each municipality and the County in order to act on their behalf. At the time, the director of Erie County was working with Mercer County to create a similar commission for Erie County. Erie County's Planning Commission was reorganized to include representation by each Municipality based on population which created a 48 member board. However, no intergovernmental agreements were put in place and the Commission did not act in the same capacity as was done in Mercer County. . In 1997, the planning commission created a 9 member executive board in order to meet quorum requirements and be able to take action on items. The Executive Board clearly does not meet the MPC requirements since the Board is not appointed by the County. As stated in Article II, Section 203 of the MPC, "All members of the planning commission shall be appointed by the appointing authority of the municipality. All such appointments shall be approved by the governing body, except where the governing body is the appointing authority."

Next, Kathy asked the commission for their thoughts about options for selecting new members, all of which must be in alignment with the MPC. Also, which requirements should be added to the by-laws for the selection of new members. The selected individuals should be qualified, engaged, and possess a skillset for membership.

The first option would be to select membership by council-district which would give us 7 members from the districts plus 1 from ECAB and 1 from ECATO. The second option, a selection of 9 members entirely at random. Carol Loll, from County Council, says she is concerned with the new membership selection options and would like to avoid having more than 3 representatives from the County.

Kathy stated that if the first option is followed then the County would have no more than 3 members with the remaining 6 members selected from the other areas of the County.

Mr. Kuhn questioned the need for a Planning Commission if the membership is going to change. Kathy responded that the Planning Commission does fulfill a role in the County and provides citizen input into long range County planning.

Will Rogers was supportive of the change in membership and determined that not following the MPC requirements is problematic.

Gerry Dahl asked for feedback from the Commission on what the next steps should be. General consensus from the Commission was to move forward with drafting language for the By-laws that supported a 9 member Commission, with 3 alternates selected based on Council Districts. They also would like that those not selected be designated as liaisons to the Commission and continue to receive meeting reminders and agendas.

VII. Other Business

- A.** Municipal Reports
None.

VIII. Adjournment

Charles Casey made the motion to adjourn the meeting and Paul Pangratz seconded that motion. The meeting was adjourned at 7:35 PM.